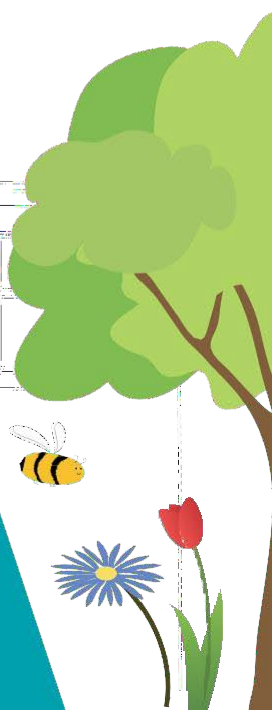
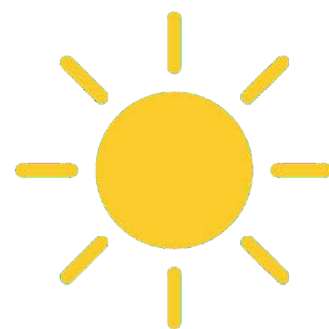


Plus Dane Housing

Local Lettings Policy

Kingsmoat,
Chester



1. Introduction

This Local Lettings Policy sets out how the affordable homes at Kings Moat Garden Village, Chester will be allocated.

The development includes a mix of affordable rent homes within a larger mixed-tenure site of 273 properties.

The aim is to build a balanced and sustainable community by offering homes to residents who can demonstrate stability through employment, good tenancy history, or community contribution, while also supporting people in housing need.

This policy applies to the first lets and any vacancies within the first 12 months following handover and is designed to promote long-term tenancy sustainment and protect Plus Dane's investment in the scheme.

2. Background

Kings Moat Garden Village is located on the outskirts of Chester within the Handbridge Park ward. The wider site consists mainly of private sale homes ranging between £350,000 and £600,000.

Handovers on the affordable element have been ongoing since 2022. The Local Lettings Policy is designed to ensure these homes contribute positively to the overall balance and stability of the neighbourhood.

Local Lettings Policies allow housing providers to respond to specific local needs while remaining consistent with the local authority's main Allocations Policy.

3. Aims and Objectives

The key objectives of this policy are to:

- Create a stable, mixed community from the outset.
 - Encourage a balance of working and non-working households.
 - Support sustainable tenancies and reduce turnover.
 - Minimise the risk of anti-social behaviour.
 - Ensure affordability and protect Plus Dane's investment.
 - Promote the long-term reputation and sustainability of the development.
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4. Allocation Process

All homes will be advertised through West Cheshire Homes and allocated in accordance with Cheshire West and Chester Council's Housing Allocation Policy.

Applicants will be considered in band and date order, with preference given to those meeting the additional local lettings criteria.

This policy applies to the first lets and any vacancies arising within the first 12 months following handover.

5. Local Lettings Criteria

Employment and Economic Activity

- 50% of homes will be prioritised for applicants who are in employment.
- Applicants must be working at least 16 hours per week at the close of the bidding cycle.
- Evidence such as a contract of employment, employer letter, or recent payslip must be provided.
- Preference will be given to applicants with a stable and continuing employment record.

Community Contribution

- Priority will also be given to applicants who can demonstrate active volunteering for at least six months with a registered charity or non-profit organisation.

Tenancy History

- Applicants must provide satisfactory tenancy references for the previous two years.
- Those without a tenancy history may provide an alternative reference, such as one from an employer.
- Applicants with tenancy breaches or formal warnings for breach of tenancy within the last two years will not normally be considered.

Criminal Behaviour

- Applicants with any criminal convictions, cautions, or formal warnings (excluding driving offences) within the last two years will not normally be considered.
- Each case will be assessed individually, and applicants will be informed in writing if deemed unsuitable.

Local Connection

- Applicants must demonstrate a local connection to the Cheshire West and Chester area through residence, employment, or close family ties.

Affordability

- All applicants will be subject to a financial assessment to ensure rent and household costs can be sustained.

6. Selection and Verification

Applicants will be shortlisted in band and date order, with preference for those meeting the above criteria.

Before any offer is made, all applicants will attend an interview, provide full references, and complete a financial assessment to confirm affordability.

An 'Entitled To' benefits assessment will be completed to ensure applicants are accessing their full benefit entitlement.

Applicants will also be offered tenancy sustainment support and, where appropriate, referral to debt advice services.

If concerns arise about an applicant's background or potential community impact, Plus Dane reserves the right to withhold or withdraw an offer.

7. Appeals

Applicants may request a review of any decision about their application by phone, in writing, or in person.

Reviews will be managed under Plus Dane's Lettings Policy and in consultation with the West Cheshire Homes Choice-Based Lettings Team.

8. Monitoring and Review

This policy applies to the first lets and any vacancies within 12 months of handover.

It will be reviewed after 12 months to assess its effectiveness in supporting a sustainable mix of residents.

Key indicators will include:

- Turnover of homes
- Average length of tenancy
- Number of anti-social behaviour cases
- Tenancy sustainment referrals

If the approach does not achieve the desired balance, it will be reviewed with West Cheshire Homes and adjustments made as needed. Future lets will then follow Plus Dane's standard Lettings Policy.